

Agenda Report

TO: City Council March 18, 2002

FROM: City Manager

SUBJECT: Amendment to Contract No. 17509 with Fazekas and Associates for Plumbing, Mechanical and Electrical Plan Check Services

RECOMMENDATION:

It is recommended that the City Council:

- 1) Authorize the City Manager to amend Contract No. 17509 with Fazekas and Associates to increase the contract amount not to exceed \$899,595 for plumbing, mechanical and electrical plan check services;
- 2) Approve an appropriation of \$600,000 from the Building Services Fund Reserve to Planning and Development Department budget account number 8115-204-449000.

BACKGROUND:

The City has experienced an increase in construction activity in both large and small projects. The Planning and Development Department reviews construction plans for all new construction in the city within four weeks of submittal. To assist in meeting the four-week turn around, the City has contracted with outside consultants to augment internal staff resources.

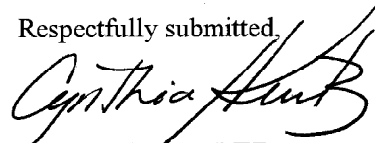
At this point in time, the City has received indications of interest and/or applications for a number of projects over the next two years that are expected to need outside plan check services.

The City completed the Request for Proposal (RFP) process and recommended the selection of Fazekas and Associates to the City Council on December 11, 2000. Council approved a contract with Fazekas and Associates in the amount of \$149,595. Council approved a contract amendment on April 2, 2001, to increase the contract amount by \$150,000 because projects such as Paseo Colorado, Koll Office Building and South Lake Shops. Approval of this second contract amendment will increase the contract for outside plan check services to \$899,595 and should provide sufficient funds to cover the balance of time approved in the contract (June 30, 2003). However, if for any reason the development projects fail to materialize or do not necessitate the use of outside plan check services, the unused monies will return to the Building Services Fund.

FISCAL IMPACT:

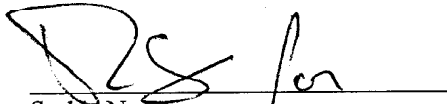
Those customers who need building plan check services pay fees that are deposited into the Building Services Fund to cover the cost of service. Approval of this recommendation will move \$600,000 in fees paid from the Unappropriated Building Services Fund Reserve to Planning and Development Department budget account number 8115-204-449000. These will be reimbursed to the fund from project fees as services are required.

Respectfully submitted,




CYNTHIA J. KURTZ
City Manager

Prepared by:


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Acting Building Official

Approved by:


Richard Bruckner
Director of Planning and Development